



PATRICIA S. PLOEHN, LCSW
Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

January 30, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Board of Supervisors

GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Dear Supervisors:

**REQUEST TO APPROVE REALLOCATION FUNDS TO CHILD ABUSE AND NEGLECT
PREVENTION, INTERVENTION AND TREATMENT PROGRAM SERVICES AB1733/AB2994
AGENCIES AND MODIFY INSURANCE REQUIREMENT PROVISION
(ALL SUPERVISORIAL DISTRICTS) - (3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that it is in the best interest of the County to reallocate the Child Abuse and Neglect Prevention, Intervention and Treatment (CAPIT) Services funds that were reserved for Penny Lane Centers in the amount of \$80,000 for the Third District and \$50,000 for the Fifth District, because the contract with Penny Lane Centers expired on June 30, 2006 and was not renewed.
2. Approve Form Amendment (in substantially similar form to Attachment A) and delegate the authority to the Director of Department of Children and Family Services (DCFS) to execute the Amendment to increase the Contract Sums, for the agencies and in the amounts listed in Attachment B, to provide additional hours of service effective the date of execution through June 30, 2008. There is no fiscal impact associated with this Form Amendment. The cost of the increased maximum contract amounts is fully offset by redirecting the CAPIT funding previously allocated to Penny Lane Centers. There is no County match requirement for CAPIT funding. Sufficient funding is included in the FY 2006-07 Adopted Budget.
3. Approve Form Amendment (in substantially similar form to Attachment C) and delegate the authority to the Director of DCFS to execute the Amendment to modify property and crime insurance requirements with the agencies listed in Attachment D. There is no fiscal impact associated with this Form Amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The CAPIT agency, Penny Lane Centers, notified DCFS that it would discontinue providing CAPIT services in both the Third and Fifth Districts upon expiration of its contracts on June 30, 2006.

The total funds reserved for Penny Lane Centers in the Third and Fifth Districts in the amount of \$80,000 and \$50,000, respectively, will be allocated to five existing agencies: in the Third District, El Nido Family Centers, and The University Corporation; in the Fifth District, Hillsides, Santa Anita Family Services, and Foothill Family Service.

In the Third District, the redirected funds are: \$40,000 to El Nido Family Centers and \$40,000 to The University Corporation. These two agencies are able to provide the same level of services and are located within 5 miles from Penny Lane Centers.

In the Fifth District, the only agency located in the general vicinity of the Antelope Valley of Penny Lane Center is the Children's Center of the Antelope Valley, which is unable to use the additional funds. Therefore, the available funds are equally allocated to three agencies: \$16,667 to Hillsides, \$16,667 to Santa Anita Family Service, and \$16,666 to Foothill Family Service. These agencies are located in the eastern part of the Fifth District and were selected based on: 1) ability to provide comprehensive services, 2) demonstrated ability to utilize maximum funding allocated, and 3) agency's ranking position in performance as determined by the Program Manager.

In addition, DCFS Program Manager and Inter-agency Council on Child Abuse and Neglect (ICAN) concurred with the selection of the five agencies. The increased funding will provide additional service units but will not affect the unit cost per service from each of the agencies.

Without the re-allocation of these funds to the afore mentioned five agencies, additional children and families will not be provided with services that are vital to their health, safety and well-being.

The current agreements' requirement that the agencies maintain \$1 million in comprehensive crime insurance coverage has been modified to require that CAPIT contractors carry \$25,000 in coverage for employee dishonesty only, as the agencies provide social services and are not responsible for the handling or safekeeping of County monies or securities. Additionally, the requirement that the agencies maintain property insurance has been removed since the contractors do not own or lease County real property (i.e. buildings) nor do they utilize County equipment or vehicles to provide on going services. DCFS consulted with CAO Risk Management and they concur with these changes.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan, Goal #1, Service Excellence, Goal #3, Organizational Effectiveness, and Goal #5, Children and Families Well-Being. The recommended actions will ensure that current services will continue without interruption.

FISCAL IMPACT/FINANCING

There is no additional cost associated with these Amendments as redirected funds are being used and there is no cost associated with the modification of insurance requirement provisions. These Amendments will not affect the current year budget and total CAPIT funds. Funding is included in FY 2006-07 Adopted Budget

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 24, 2003, your Board approved and delegated authority to the Director of DCFS to execute the CAPIT contracts with various agencies to provide child abuse and neglect prevention, intervention and treatment services for the period July 1, 2003 through June 30, 2005, with an optional one-year extension through June 30, 2006.

On December 13, 2005, California Department of Social Services (CDSS) approved DCFS' request to extend the CAPIT contracts for two additional years, effective July 1, 2006 through June 30, 2008, which your Board approved on June 7, 2006.

The Director of DCFS originally executed 69 CAPIT contracts with 54 contracted agencies in July 2003. In 2005, two agencies, one in the Second District and one in the Fourth District, requested termination of their contracts, which your Board approved on May 31, 2005. Their funds were re-distributed to other agencies within the same Supervisorial Districts.

The CAO and County Counsel have reviewed this Board letter. County Counsel has approved the Amendments as to form.

CONTRACTING PROCESS

No additional contracting process was needed for redistribution of the funds or modification of the insurance requirement provisions.

IMPACT ON CURRENT SERVICES

CAPIT services are vital to the health, safety and well-being of children, which is the primary mission of DCFS. Approval of these Amendments will ensure continuation of CAPIT services without any disruption to the families in the Third and Fifth Districts as well as streamlining insurance requirements consistent with risk exposure of the services provided.

CONCLUSION

Upon approval by your Board, it is requested that the Executive Officer/Clerk of the Board send an executed copy of the adopted Board Letter and the attachments to:

1. Department of Children and Family Services
Contracts Administration
425 Shatto Place, Room 400
Los Angeles, CA 90020
Attention: Walter Chan, Manager
2. Office of the County Counsel
Social Services Division
Attention: David Beaudet, Deputy County Counsel
648 Kenneth Hahn Hall of Administration
500 West Temple Street, Suite 602
Los Angeles, CA 90012

Respectfully submitted,


PATRICIA S. PLOEHN, LCSW
Director

TP:WC
SN:sm

Attachments (4)

c: Chief Administrative Officer
County Counsel

AMENDMENT NUMBER THREE

**TO CHILD ABUSE AND NEGLECT PREVENTION, INTERVENTION
AND TREATMENT PROGRAM SERVICES
AB 1733/ AB 2994 CONTRACT**

CONTRACT NUMBER _____

WITH

**AMENDMENT NUMBER THREE
TO CHILD ABUSE AND NEGLECT PREVENTION, INTERVENTION AND
TREATMENT PROGRAM SERVICES AB 1733/ AB 2994 CONTRACT**

This Amendment Number Three ("Amendment") to Child Abuse and Neglect Prevention, Intervention and Treatment Program Services AB 1733/AB 2994 Contract, adopted by the Board of Supervisors on June 24, 2003, is made and entered into by and between County of Los Angeles, ("COUNTY"), and _____ ("CONTRACTOR"), for administration of Child Abuse and Neglect Prevention, Intervention and Treatment Program Services for Supervisorial District _____ on this _____ day of _____ 2006.

WHEREAS, the purpose of this Amendment is to increase the Maximum Annual Contract Sum for Fiscal Year 2006-07 and Fiscal Year 2007-08, to compensate CONTRACTOR for the administration of Child Abuse and Neglect Prevention Intervention and Treatment Program Services to additional families served under this Contract; and

WHEREAS, this Amendment is prepared according to the provisions set forth in Section 22.0 **CHANGES AND AMENDMENTS**, Subsection 22.4 of the Contract;

NOW THEREFORE, COUNTY and CONTRACTOR hereby agree to amend the Contract as follows:

1. Section 4.0 **CONTRACT SUM**, subsection 4.2 is amended to read as follows:
 - 4.2 The total amount payable under this Contract shall not exceed \$ _____ hereinafter referred to as "Maximum Contract Sum". The maximum amount payable under this Contract Year shall not exceed \$ _____ for FY 2003-06, and \$ _____ for FY 2006-07 and FY 2007-08, hereinafter referred to as "Maximum Annual Contract Sum".
2. Section 6.0 **CONTRACT FUNDING**, subsection 6.1 and 6.2 are amended to read as follows:
 - 6.1 County shall reimburse CONTRACTOR not to exceed \$ _____ for providing services as indicated in Exhibit A, Statement of Work. CONTRACTOR agrees that should it perform services outside of the Statement of Work, such services shall be deemed a gratuitous effort by CONTRACTOR and shall have no claim against COUNTY. In no event shall this Contract give rise to a charge on any other funds of COUNTY. No funds encumbered for expenses occurring in one Fiscal Year may be rolled forward or backward to another Fiscal Year.

- 6.2 Annual funding by Supervisorial District for FY 2003-04 and the 2-years option will be as follows:

FIRST DISTRICT	\$
SECOND DISTRICT	\$
THIRD DISTRICT	\$
FOURTH DISTRICT	\$
FIFTH DISTRICT	\$
ANNUAL TOTAL	\$

Annual funding by Supervisorial District for FY 2006-07 and FY 2007-08 will be as follows:

FIRST DISTRICT	\$
SECOND DISTRICT	\$
THIRD DISTRICT	\$
FOURTH DISTRICT	\$
FIFTH DISTRICT	\$
ANNUAL TOTAL	\$

- 3.0 Exhibit A-1, Statement of Work for FY 2006-07 and FY 2007-08, is attached and incorporated herein as part of Exhibit A, Statement of Work.
- 4.0 Exhibit B-1, Budget for FY 2006-07 and FY 2007-08, is attached and incorporated herein as part of Exhibit B, Budget.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

**AMENDMENT NUMBER THREE
TO CHILD ABUSE AND NEGLECT PREVENTION, INTERVENTION AND
TREATMENT PROGRAM SERVICES AB 1733/AB 2994 CONTRACT**

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number Three to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has subscribed the same through its authorized officers the day, month and year first above written. The person signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

PATRICIA S. PLOEHN, LCSW, DIRECTOR
Department of Children and
Family Services

CONTRACTOR

By _____

Name _____

Title _____

By _____

Name _____

Title _____

Tax Identification Number

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
RAYMOND G. FORTNER, Jr.
COUNTY COUNSEL

BY: *David Beauchet*
Deputy County Counsel

REALLOCATION OF FUNDS

Supervisory District Three						
No.	Agency Name	Contract Number	Current Annual Amount	Additional Reallocation Amount	New Total Annual Amount	Amendment Number
1	El Nido Family Centers	02-025-15	\$100,000	\$40,000	\$140,000	3
2	The University Corporation	02-025-65	\$50,000	\$40,000	\$90,000	3
Total				<u>\$80,000</u>		

Supervisory District Five						
No.	Agency Name	Contract Number	Current Annual Amount	Annual Additional Funding	New Total Annual Amount	Amendment Number
1	Foothill Family Service	02-025-23	\$100,000	\$16,667	\$116,667	3
2	Hillsides (aka Hillsides Home for Children)	02-025-31	\$100,000	\$16,667	\$116,667	3
3	Santa Anita Family Service	02-025-56	\$90,000	\$16,666	\$106,666	3
Total				<u>\$50,000</u>		

AMENDMENT NUMBER _____

**TO CHILD ABUSE AND NEGLECT PREVENTION, INTERVENTION
AND TREATMENT PROGRAM SERVICES
AB 1733/ AB 2994 CONTRACT**

CONTRACT NUMBER _____

WITH

AMENDMENT NUMBER _____
TO CHILD ABUSE AND NEGLECT PREVENTION, INTERVENTION AND
TREATMENT PROGRAM SERVICES AB 1733/ AB 2994 Contract

This Amendment Number _____ to Child Abuse and Neglect Prevention, Intervention and Treatment Program Services AB 1733/AB 2994 Contract, adopted by the Board of Supervisors on June 24, 2003, is made and entered into by and between County of Los Angeles, ("COUNTY"), and _____, ("CONTRACTOR"), for administration of Child Abuse and Neglect Prevention, Intervention and Treatment Program Services on this _____ day of _____ 2006.

WHEREAS, the purpose of this Amendment Number _____ is to modify the insurance requirement commencing the date of approval by the Board through June 30, 2008;

WHEREAS, this change is made pursuant to Section 22.0, CHANGES AND AMENDMENTS, Subsection 22.3 of the Contract; and

WHEREAS, the County of Los Angeles Board of Supervisors has delegated the authority to the Director of the Department of Children and Family Services to execute Amendment Number _____;

NOW THEREFORE, in consideration of the foregoing and mutual consent herein contained, COUNTY and CONTRACTOR agree to amend said Contract as follows:

1. Section 20.0 **INSURANCE COVERAGE REQUIREMENTS**, of the Contract, subsection 20.5 is deleted in its entirety and is "Intentionally left blank".
2. Section 20.0 **INSURANCE COVERAGE REQUIREMENTS**, subsection 20.6 is amended to read as follow:

20.6 Crime Coverage: Insurance with limits in amounts not less than indicated below coverage against loss of money, securities, or other property referred to in this Contract, and naming the COUNTY as loss payee.

Employee Dishonesty:	\$25,000
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3. Section 21.0 **NOTICES**, subsection 21.1 is modified to read as follow:

21.1 All notices shall be given in writing by enclosing the same in a sealed envelope addressed to the intended party and by depositing such envelope with postage prepaid in the United States Post Office or any substation or public letterbox. All notices to COUNTY shall be sent in duplicate addressed to the following:

Patricia S. Ploehn, LCSW, Director
and
Walter Chan, Contract Manager
County of Los Angeles
Department of Children and Family Services
Contracts Administration
425 Shatto Place, Room 400
Los Angeles, California 90020

All notices to CONTRACTOR shall be sent to CONTRACTOR

Attention: _____

or such other person and/or location as may hereinafter be designated in writing by CONTRACTOR.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

AMENDMENT NUMBER _____
TO CHILD ABUSE AND NEGLECT PREVENTION, INTERVENTION AND
TREATMENT PROGRAM SERVICES AB 1733/AB 2994 CONTRACT

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number _____ to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has subscribed the same through its authorized officers the day, month and year first above written. The person signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

PATRICIA S. PLOEHN, LCSW, DIRECTOR
Department of Children and
Family Services

CONTRACTOR

By _____

Name _____

Title _____

By _____

Name _____

Title _____

Tax Identification Number

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
RAYMOND G. FORTNER, Jr.
COUNTY COUNSEL

BY: 
Deputy County Counsel

INSURANCE PROVISION CHANGES

No.	Agency Name	Contract Number	Supervisorial District	SPA	Amendment Number
1	The Children's Center of the Antelope Valley	02-025-01	5	1	4
2	Bienvenidos Children's Center, Inc.	02-025-02	1	3	3
3	Big Brothers Big Sisters of Greater Los Angeles	02-025-03	2,3	4	3
4	Center for Integrated Family and Health Services, Inc.	02-025-04	5	3	3
5	Center for Integrated Family and Health Services, Inc.	02-025-05	4	3	3
6	Children's Institute Inc.	02-025-06	2,3	4	5
7	Children's Institute Inc.	02-025-07	4	4	4
8	Chinatown Service Center	02-025-08	1	4	3
9	Chinatown Service Center	02-025-09	5	4	3
10	Crenshaw - West Adams - Leimert - Consortium	02-025-10	2	6	3
11	Drew Child Development Corporation, Inc.	02-025-11	2	6	4
12	D'Veal Corporation	02-025-12	5	3	3
13	El Centro Del Pueblo	02-025-13	1	4	3
14	El Nido Family Centers	02-025-14	2	4	3
15	El Nido Family Centers	02-025-15	3	4	4
16	El Nido Family Centers	02-025-16	4	4	3
17	Family Service of Pomona Valley	02-025-17	1	3	3
18	Five Acres - The Boys' & Girls' AID Society of Los Angeles County - (Deaf Services Program)	02-025-18	1,2,3,4,5	3	3

INSURANCE PROVISION CHANGES

No.	Agency Name	Contract Number	Supervisory District	SPA	Amendment Number
19	Five Acres - The Boys' & Girls' AID Society of Los Angeles County - (School Based Services)	02-025-19	5	3	3
20	Foothill Family Service	02-025-20	1	3	3
21	Foothill Family Service	02-025-21	5	3	3
22	Foothill Family Service	02-025-22	5	3	3
23	Foothill Family Service	02-025-23	5	3	4
24	For the Child, Inc.	02-025-24	4	8	3
25	Gay & Lesbian Adolescent Social Services, Inc.	02-025-25	1,2,3,4	4	3
26	Hacienda La Puente Unified School District	02-025-26	1,2,3,4,5	3	3
27	Hamburger Home, Inc.	02-025-27	3	4	3
28	The Help Group Child and Family Center	02-025-28	3	7	3
29	Helpline Youth Counseling, Inc.	02-025-29	4	2	3
30	Hillsides	02-025-30	1	3	3
31	Hillsides	02-025-31	5	3	4
32	Human Services Association	02-025-32	1	7	3
33	Jewish Family Service of Los Angeles	02-025-33	3	4	3
34	Korean American Family Services Center, Inc.	02-025-35	1,2,3,5	4	3
35	Koreatown Youth and Community Center, Inc.	02-025-36	1,2,3,4,5	4	6
36	LTSC Community Development Corporation	02-025-37	1	4	4

INSURANCE PROVISION CHANGES

No.	Agency Name	Contract Number	Supervisory District	SPA	Amendment Number
37	LTSC Community Development Corporation	02-025-38	2	4	4
38	LTSC Community Development Corporation	02-025-39	4	4	4
39	The Los Angeles Community Child Abuse Councils Coordination Project	02-025-40	1,2,3,4,5	3	3
40	Los Angeles Youth Network	02-025-41	3	4	3
41	Office of Samoan Affairs of California, Incorporated	02-025-42	2,4	8	4
42	Para Los Ninos	02-025-43	1	4	3
43	Parents Anonymous, Inc.	02-025-44	1	6	3
44	Parents Anonymous, Inc.	02-025-45	2	6	4
45	Parents Anonymous, Inc.	02-025-46	4	6	3
46	Parents Anonymous, Inc.	02-025-47	5	6	3
47	Personal Involvement Center, Inc.	02-025-51	2	6	3
48	Project Sister Sexual Assault Crisis Center	02-025-52	1,5	3	3
49	Rainbow Services, Ltd.	02-025-53	4	8	3
50	The Richstone Center	02-025-54	2	8	4
51	The Richstone Center	02-025-55	4	8	3
52	Santa Anita Family Service	02-025-56	5	3	4
53	South Bay Center for Counseling	02-025-57	2	8	4
54	South Bay Center for Counseling	02-025-58	4	8	3

INSURANCE PROVISION CHANGES

No.	Agency Name	Contract Number	Supervisory District	SPA	Amendment Number
55	Southern California Indian Center, Inc.	02-025-59	1,2,3,4,5	Out of County	3
56	Special Service for Groups, Inc.	02-025-60	2	4	3
57	Special Service for Groups, Inc.	02-025-61	3	4	3
58	Special Service for Groups, Inc.	02-025-62	4	4	3
59	SPIRITT Family Services	02-025-63	1,4	7	3
60	The University Corporation	02-025-65	3	2	4
61	Travelers Aid Society of Los Angeles, California	02-025-66	3	4	3
62	Vista Del Mar Child and Family Services (Home-SAFE)	02-025-67	2, 3	4	3
63	Pacific Asian Counseling Services	02-025-68	2	5	5
64	Pacific Asian Counseling Services	02-025-69	3	5	4
65	Pacific Asian Counseling Services	02-025-70	4	5	4